

Santa Clara Fire Department

Office of the Fire Marshal

1675 Lincoln Street, Santa Clara, CA 95050 Phone: 408-615-4970 Fax: 408-241-3006



Request for: (please check one below)		Today's Date:		
□ Non-Business Hours Permit Inspection				
□ Expedited Plan Review (completed within 7 business days of acceptance)				
JOB INFORMATION				
Facility Name:		Fire Permit Number:		
Project Street Address, Building, Suite or Unit Number:		Requested Inspection Date and Time:		
I understand that every attempt will be made to complete the requested expedited plan review or non-business hours inspection. I agree to pay \$711.60 for expedited plan review or non-business hours inspection prior to the inspection or plan review being scheduled. This payment will cover the minimum of 3 hours of overtime. If the expedited plan review or inspection should take longer than 3 hours, then I will agree to pay for the additional time at a rate of \$237.21 per hour for the actual time worked. Payments can be submitted in person at 1675 Lincoln Street, Santa Clara or by phone calling (408) 615-4970.				
REQUESTING PARTY INFORMATION				
Company Name:		Office Phone	e Phone Number: Fax Number:	
Street Address:		Cell Phone Number:		
City, State Zip Code:		E-Mail Address:		
Print Name:				
Signature:				
The following is to be completed by the Office of the Fire Marshal. Received by: Date Received:				
Noorvou by.		Date Receive		
Approved by:	Date Approved:			
Assigned To:	Date and Time Assigned:			
Inspection Date and Time:	Review Deadline	:	Date Minimum Fee Received:	
Payment Received:			Received By:	
□ Cash □ Check □ Credit Card Ref#				
Actual Time Worked.	aditional fille to be	Dilleu.	Total	i co to be bilied.